

OFFICE OF THE CHIEF OF POLICE

SPECIAL ORDER NO. 28

September 20, 2005

SUBJECT: MISCELLANEOUS MANUAL AMENDMENT

PURPOSE: This Order clarifies discrepancies between Manual Section 3/280.20 and the Office of the Chief of Police Notice dated July 11, 2005. Planning and Research Division will be the coordinating entity with the Chief of Police for approvals and signatures for Memorandums of Agreement.

PROCEDURE:

MEMORANDUM OF AGREEMENT PROCEDURES - REVISED. Section 3/280.20 of the Department Manual requires copies of completed Memorandums of Agreement (MOA) be forwarded through the chain of command to the Commanding Officer, Risk Management Division.

Planning and Research Division has always been the Department's repository for all MOA's. Therefore, in order to maintain better continuity, Planning and Research Division will now handle all aspects of MOA's. The second bullet under 3/280.20 shall now read as follows:

- * Forward copies of completed agreements through the chain of command to the Commanding Officer, Planning and Research Division.

AMENDMENTS: This Order amends Section 3/280.20 of the Department Manual.

AUDIT RESPONSIBILITY: The Commanding Officer, Planning and Research Division, shall monitor compliance with this directive in accordance with Department Manual Section 0/080.30.

WILLIAM J. BRATTON
Chief of Police

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